BEFORE REGISTERING FOR AN ONLINE COURSE

Please take a few moments to evaluate two areas which will impact your experience:

EVALUATING YOUR TECHNOLOGY

To participate in a Northern online course requires accessing Moodle, our course management system and *Office 365 (*our email and collaboration system) via the Internet. To accomplish this you will need:

1. Easy access to the Internet.
   We recommend broadband quality Internet access. You will not have a good experience if your connection seems slow or unstable. If your course utilizes multi-media you **must** have a broadband speed connection. **NOTE**: If your company's Internet access policy disallows personal educational use of their computers you must have access at home or in a public Wi-Fi location that does not block access to Moodle.
2. A personal computer or access to a library/lab computer.
   We recommend a computer running Windows 7 or above or Mac OS X or above or any comparable hardware/operating system.
3. Software consisting of
   a. A current Internet browser
   b. Word processing software or on-demand software/Saas (e.g., Google Docs or Office Online/O365)
   All documents submitted in online courses must be .doc or .docx compatible. You may use any computer software or Internet word processing site that can open, edit and save these formats.

You will need to be comfortable with the following before enrolling in an on-line course:

   a. accessing the Internet
   b. logging into secure websites using supplied logins and passwords
   c. utilizing MS Office Word documents in either the .doc or .docx format or other software that can generate those documents
   d. document editing such as cutting and pasting between documents
   e. downloading and opening .pdf files
   f. Attaching and receiving documents via email
   g. uploading or downloading papers/documents
   h. utilizing online search engines

PERSONAL

Learning in an online environment requires self-motivation. The online education environment will be most effective if you typically are a disciplined student. Do not register for an online class thinking you can wedge just one more class into a busy term. You must be able to dedicate at least the equivalent time you would spend in a classroom for a regular course.

NOTE: When you register for any Northern Seminary course, you will be assigned an *@student.seminary.edu* email address, if you do not already have one. This is the address that must be used for all online course work.